M E M O R A N D U M

DATE: August 9, 1996

TO: Jeff, Bob, Gary, Cynthia

FROM: Julie

RE: <u>Contamination Work Under the Master Plan</u>

Black and Veatch (Kate Snider) is about to start work on task 16.6 of the Master Plan. The scope is attached, along with a number of ideas they have generated so far.

I will be meeting briefly with Kate next Wednesday and unless I hear concerns, instructing her to proceed as suggested in the attached material. Please let me know any questions / issues.

Thanks

P.S. We should also talk together about who wants to monitor this project with me as it evolves.

EXHIBIT E

TASK 16 – SCOPE OF SERVICES DETAIL

The Strategic Master Plan consultant scope will be amended to include the following additional environmental tasks:

(EXPANDED) TASK 16.6: Provide assistance to King County International Airport staff in developing a (previously unfunded) comprehensive Environmental Compliance Program to address compliance, soil and groundwater cleanup, removal of "groundwater hazards", and stormwater management concerns at the airport, in coordination with the strategic planning process. Develop and negotiate such a comprehensive plan with county staff, county council and applicable regulatory agencies, primarily the Department of Ecology.

(NEW) TASK 16.9: Assist KCIA staff to develop appropriate scopes of work to implement portions of the environmental activities that can be competitively bid for consultant assistance. Assist KCIA in oversight and review of these activities. Potential tasks to be competitively bid at a later date from separate funds could include, but are not limited to, the following:

- Compilation of existing soil and groundwater contamination data on and around the airport property
- Soil and groundwater sampling and analysis to further characterize airport properties (if needed)
- Detailed development of an environmental compliance and tenant auditing program
- Assistance with identification and training of county staff for environmental management positions at the airport

(NEW) TASK 16.10: Provide limited on-call assistance to KCIA staff related to environmental issues. This assistance will primarily be provided in the near term related to soil and groundwater cleanup for property redevelopment opportunities. Following negotiation of cleanup and compliance plans, this assistance will not be necessary.

(NEW) TASK 16.10: Provide air quality analyses in compliance with Council Motion 9523.

King County International Airport
Strategic Master Plan

BVSPC Project 27684.109
BVSPC File C:3

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KING COUNTY
INTERNATIONAL AIRPORT

Ms. Julie Rodwell
King County International Airport
P.O. Box 80245
Seattle, Washington 98108

Subject: Environmental Compliance/Tenant
Audit and Lease Language Tasks

Dear Julie,

This letter provides the scope and schedule for completion of the Environmental
Compliance and Tenant Audit Program (Environmental Compliance/Tenant Audit
Program) and Environmental Lease Language Development tasks. BV/TRA and Gordon,
Thomas, Honeywell, Malanca, Peterson, & Daheim (GTH) are coordinating to complete
these tasks.

The scope of work is based on the budget provided, approximately $8,500 for BV/TRA
and $5,000 for GTH, to complete the services described in this letter.

The initial step will be to develop with the King County International Airport (KICA)
staff the objectives of the Environmental Compliance/Tenant Audit Program and
Environmental Lease Language. BV/TRA and GTH have produced the enclosed draft list
of objectives for review. Additionally, an objectives implementation matrix is enclosed
that provides some preliminary thoughts on the suggested methods to achieve the
objectives. The objectives, once refined and approved by the KCIA staff, will direct and
focus the scope of the Environmental Compliance/Tenant Audit Program and
Environmental Lease Language tasks.

Development of an Environmental Compliance/Tenant Audit Program scope for KCIA
will be based on review of tenant compliance and audit programs at other airports, airport
association recommendations, and King County tenant management practices. A survey of
currently established tenant compliance and audit programs at other regional airports will
be conducted to determine current industry standards. The airport environmental audit
procedures of the American Association of Airport Executives will be reviewed to identify

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current airport association recommended audit practices. Additionally, King County's existing tenant management practices and philosophy will be evaluted to determine the approach and level of effort that is appropriate for KCIA. The results of this review will be used to recommend an Environmental Compliance/Tenant Audit Program for KCIA. The estimated capital and operating costs required to implement the recommended Environmental Compliance/Tenant Audit Program will be developed.
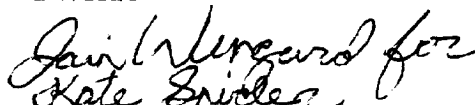
Recommended environmental language for incorporation in Airport leases or other implementing documents will be developed in coordination with the Property Services Division. Three primary environmental objectives will be addressed with this language; environmental compliance, environmental liability, and cleanup responsibility.

Drafts of the recommended Environmental Compliance/Tenant Audit Program, and recommended environmental lease language will be submitted for multiple reviews and revisions to yourself, Jeff Winter, Bob Nonas, Bill Angle, and Pat Terrell during August. Following response to your comments, program cost estimates will be prepared.

An additional task under this scope includes meeting and briefing Airport management on tasks to date as well as soil and groundwater cleanup issues. The briefing would include discussion of Duwamish Coalition initiatives being conducted to address soil and groundwater contamination and cleanup in the larger area. Additionally, the meeting would include discussion of possible options for addressing soil potential future and groundwater contamination and cleanup issues at KCIA. The meeting would tentatively be scheduled for early September.

If you have any questions concerning this scope and/or schedule please contact me at 224-4608.

Very truly yours,
BV/TRA

Kathryn H. Snider, PE

cc.   Brad Jones, Gordon, Thomas
       Iain Wingard, BV/TRA
       Helen Brown, BV/TRA

King County International Airport
Objectives for the Environmental Compliance/
Tenant Audit Program and Environmental Lease Language

1. Ensure tenant compliance with all applicable environmental laws

2. Facilitate tenant knowledge of environmental compliance requirements

3. Encourage tenants to not only meet but exceed environmental quality standards

4. Ensure that County's own operations comply with appropriate environmental laws and exceed environmental quality standards

5. Reduce County's exposure to environmental liabilities associated with:
    * Tenant historic soil and groundwater contamination;
    * Ongoing or future soil and groundwater contamination;
    * Tenant Compliance errors; and
    * County Compliance errors.

6. Ensure appropriate staff and training to implement Environmental Compliance Program

7. Produce system that responds efficiently, effectively and expeditiously to environmental problems

8. Provide flexibility to adapt to changing environmental standards, requirements, and technology

9. Develop and implement organizational structure to maintain Environmental Compliance Program

10. Develop environmental compliance program that meets or exceeds accepted industry standards for environmental compliance programs

11. Develop and maintain cooperative relationships with tenants, regulators, and interested parties regarding environmental issues

12. Establish appropriate standards and level of King County oversight/review of tenant cleanup activities

13. Obtain and maintain comprehensive library of all available environmental documentation affecting the airport

14. Be cognizant of area-wide environmental issues and opportunities for participation and/or leadership in solving environmental problems.

Objective Implementation Matrix[1]

Objective	Lease Language	Airport Rules/operating Agreement	Environmental Compliance/Tenant Audit Program	Staffing and Organization
1. Ensure tenant compliance with all applicable environmental laws	X	X	X	X
2. Facilitate tenant knowledge of environmental compliance requirements	X	X	X	X
3. Encourage tenants to not only meet but exceed environmental quality standards	X	X	X	X
4. Ensure that County's own operations comply with appropriate environmental laws and exceed environmental quality standards			X	X
5. Reduce County's exposure to environmental liabilities associated with: • Tenant historic soil and groundwater contamination; • Ongoing or future soil and groundwater contamination; • Tenant Compliance errors; and • County Compliance errors.	X X X X	 X X	 X X X	
6. Ensure appropriate staff and training to implement Environmental Compliance Program			X	X
7. Produce system that responds efficiently, effectively and expeditiously to environmental problems	X	X	X	X
8. Provide flexibility to adapt to changing environmental standards, requirements, and technology	X	X	X	X
9. Develop and implement organizational structure to maintain Environmental Compliance Program			X	X
10. Develop environmental compliance program that meets or exceeds accepted industry standards for environmental compliance programs			X	X
11. Develop and maintain cooperative relationships with tenants, regulators, and interested parties regarding environmental issues	X	X	X	X
12. Establish appropriate standards and level of King County oversight/review of tenant cleanup activities	X	X		X
13. Obtain and maintain comprehensive library of all available environmental documentation affecting the airport	X	X	X	X
14 Be cognizant of area-wide environmental issues and opportunities for participation and/or leadership in solving environmental problems.				X

[1] New programs, practices, or procedures and or changes to existing programs, practices, or procedures will be established in the area indicated with an X in order to meet the stated objective.